



State of Wisconsin
Homeland Security Council

JIM DOYLE
Governor

MAJ GEN AL WILKENING
Homeland Security Advisor

Department of Military Affairs
2400 Wright Street
Madison, WI 53704

608-242-3000

Open Session Meeting Minutes

**Department of Military Affairs
Classroom 230**

Friday, January 30, 2004

9:02 a.m. – 11:12 a.m.

11:20 a.m. – 11:21 a.m.

Members present: Chair Major General Albert Wilkening (DMA), David Collins (WSP), Ed Gleason (WEM), Dave Steingraber (OJA), and Jim Warren (DCI).

Members absent or excused: Ken Baldwin (DHFS) and Mike Metcalf (CapPol).

Alternates present: Tom Anderson (DHFS alternate), Mike Kunesh (OJA alternate), Marc Schmidt (CapPol alternate), and Steven Sell (WSP alternate).

Others present: Randi Milsap (DMA Legal Counsel), Lynn Rasmussen (DMA staff), Holly Heggstad (WEM staff), UW-Madison Police Chief Sue Riseling (Wisconsin Chiefs of Police President), Sue Buroker (DATCP), Bill Clare (WEM staff), Jerry Haberl (WEM staff), LTC Paul Russell (WI NG Counter Drug Coordinator), LtCol Steve Kuenzi (WI NG Counter Drug staff), and CPT Mike Rothschild (WI NG Counter Drug staff).

First Responders present via teleconference: Chief Neil Cameron (Appleton Fire Department and Regional Response Team Network), Ken Korten Hof (Oneida County EM Director), Sheriff Kurt Heuer (Badger Sheriffs), and Ben Schliesman (Kenosha County EM Director).

Quorum present.

Chair Wilkening called the meeting to order at 9:02 a.m. First responders subgroup were teleconferenced into the Council meeting from 9:02 a.m. to 10:32 a.m.

1. Review and approval of minutes of December 11, 2003 and December 22, 2003 open session meeting minutes.

A motion was made by Jim Warren and seconded by David Collins to approve the minutes from the December 11, 2003 and December 22, 2003 open session meetings. **Motion carried.**

2. Agency updates.

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- DCI: Attended a meeting mid-January at the U.S. Attorney's office. We discussed programs and intelligence reporting. The reporting procedure is vastly improved.
- OJA: ODP and the Office of State and Local Government Affairs will be reorganized into a single office of "State and Local Preparedness". Haven't seen the exact list of grants being consolidated; FEMA grants will be coming into the fold. Will participate in a conference call with General Wilkening and Ed Gleason on Monday, February 2, 2004 to learn about 2005 Department of Homeland Security funding.
- DHFS: Tom Anderson indicated that due to Ken Baldwin's retirement in December 2003, Tom Alt has been named the interim Administrator. Previously, he had been the Deputy Administrator. Provided a report on the National Governors Association (NGA) center for Best Practices Conference (Attachment 1, 1/30/04 Open Session Meeting). The purpose of the conference was to share information on Bioterrorism Preparedness. DHFS is still waiting for a response from the "Trust for America's Health" article. DHFS had asked them to reconsider their original press release, as they used year-old information. DHFS took exception to their indicators, which ranked WI in the lower tier. DHFS felt Wisconsin should have received a 7 or 8 out of ten instead of a 2. Provided a handout from the cross-border meeting on December 15, 2003, regarding potential issues that could arise (Attachment 2, 1/30/04 Open Session Meeting). They recommended increasing the strategic stockpile and focusing on a transportation plan. DHFS is planning for a full-scale exercise in 2005 on the strategic stockpile of pharmaceuticals. This year, DHFS conducted a table-top exercise and focused on mass vaccination practices. DHFS will meet to discuss the formation of a Public Health Workgroup. DHFS will be identifying representatives to this workgroup consistent with the Governor's concerns. Will notify General Wilkening when we formalize. The Interagency Workgroup has formed a subgroup on incident management. This subgroup met on January 29, 2004. The Interagency Workgroup is working on a coordinated curriculum for ICS and will be taking back information to the next Interagency Workgroup meeting.
- CapPol: Chief Mike Metcalf retired in December 2003 and has been rehired as an LTE on special projects. Mike Metcalf will be back to work on February 2, 2004. Retractable bollards will be placed at each Capitol entrance to enhance security.
- WSP: Attended another meeting regarding the upcoming PGA championship, which will be held in Kohler, WI in August 2004. DCI, OJA and WEM are working with Sheboygan County to provide security for this event. Will tour Miller Park and have a meeting on its security in two weeks.
 - DMA: Chair Wilkening added that the National Guard has been contacted to support this event but that this would not happen unless the event is designated as a sensitive site.
- WEM: Based on the required criteria, the PGA championship is probably not a Special Security event. The Harley Davidson anniversary was big but did not make this designation. Wisconsin made it through the heightened alert uneventfully. There were 18 facilities that were reported to us by Department of Homeland Security to ensure extra security was in place during the heightened

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alert period. DHS needs to work with the states on the identification of critical infrastructures/sites, as some locations are not relevant year-round. The Dept of Homeland Security has heard complaints from nearly all the states and will work to correct in the future. During the heightened alert, we stayed in contact with MN, IA and IL to make sure our response was relevant. Minnesota was very proactive and played a positive role. According to NEMA, during the heightened terror alert level, 29 states did not activate their EOCs but chose to use Duty Officers. One state fully staffed their EOC for the duration of the heightened terror alert. The Department of Homeland Security is implementing a National Incident Management System (NIMS). WEM will be working with the counties to implement NIMS. We recommend the Incident Management System be implemented at the PGA event. This would be a good way to test the system.

- Wisconsin State Patrol (David Collins): That is our plan. The POC is CPT David Pichette. We are working to utilize unified Incident Command.
- WEM (contd): The Governor signed a letter directing state agencies to use Incident Management System. EMPG guidance sent out. Counties get two-thirds of the grant dollars. \$12,000 per county. The base amount is \$12,000 per county and the balance is distributed 75% for population and 25% for area. Many counties are getting stronger at the local program level. Rep Weichert was working on the Mutual Aid Legislation; not aware if it has been formally introduced yet.
- Chair Wilkening: Thanked the Council for their quick response to the change in the Terror Threat Level on December 21, 2003. We were able to get in touch with all Council members except one, who was out of the country. We got the information out and will continue to work on ways to improve. Received an Email from TAG Washington that contained a 128-page Executive Summary on the Report from Defense Science Board – Volume 1. The study is trying to expedite National Guard to support Homeland Security events/incidents.

3. First Responder Reports.

- Kenosha County (Ben Schliesman): Sent an email to his counterparts making them aware of this teleconference. Some confusion and questions on grants. Question for Ed Gleason: When is the next statewide meeting for all county EM directors?
 - WEM (Ed Gleason): How about the afternoon prior to the Governor's Conference?
 - Kenosha County (Ben Schliesman): Yes. Attendance will be high if it is just before the Governor's Conference.
 - WEM (Ed Gleason): We will get OJA to attend also.
 - OJA (Dave Steingraber): Email went out on 04 equipment grant allocation.
 - Kenosha County (Ben Schliesman): Will hold those questions for later in the agenda.
- Oneida County (Ken Kortenhof): Working on 2004 equipment grants.

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- Appleton Fire Department and Regional Response Team Network (Chief Neil Cameron): No significant HAZMAT events. Working with State Lab of Hygiene on equipment for advance monitoring. Continuing to train with counterparts for tactical situations.
- UW Police Chief (Sue Riseling): Attended a National Policy Summit in Virginia on January 26-27, 2004. The goal of this security workshop was how to make private and public security employees a “force multiplier”. We broke into six working groups to:
 - Identify major categories and best/failed practices.
 - Research of private security firms – get a sense of capabilities.
 - Define the role and scope of private security firms.
 - Special events and critical incidents.
 - Evolving roles of private security firms and law enforcement – lessons learned from hot spots.
 - Perceptions of law enforcement and private security firms by the public and each other.
- UW Police Chief (Sue Riseling) (contd): They expect to publish a list of recommendations from the summit in four months. The Council may want to think about utilizing Wisconsin companies as a force multiplier. S.C. Johnson is the leader in utilizing private security in this state. UW is looking at a Request For Proposal (RFP) for revamping our access control system, where we would utilize one card as an ID to control access, debit, ticket purchases, etc. Right now the duplication of existing buildings, etc., is huge. The buildings’ security systems don’t talk to each other and are not able to read the access card for another building. The Request For Proposal will go out within the week – very few security firms can handle the number of users for UW Madison.
 - OJA (Dave Steingraber): Met with the Madison Society for Industrial Security. Just a reminder that all requests for security equipment/systems are to come through Capitol Police to ensure a comprehensive, single system throughout State government.
 - WSP (Dave Collins): The PGA has identified the challenge and is working at establishing a partnership of private security and local law enforcement for the entire operation.
 - WSP (Dave Collins): Also suggested to University Police to use Capitol Police as potential resource for how this has been done.
- Badger Sheriffs (Sheriff Kurt Heuer): Nothing at this time.

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- DATCP (Sue Buroker): Currently halfway through a project to consolidate 120 licensing databases into 1 database. We are looking to geo-locate premises and are working on animal and premise identification.
 - WEM (Ed Gleason): A multi-state partnership in agriculture is working on agriculture security issues. Barb Knapp is working on the outreach program. The multi-state partnership will be meeting in March 2004.

4. Update on Development of Statewide Strategic Plan, Update on OJA Equipment Funding and Development of Regional Capabilities, and Update on Interoperability (Agenda items 4, 5 and 6).

Dave Steingraber: Will give a brief update on agenda Items 4 and 6 and then will go to OJA equipment funding allocation (agenda item 5). OJA appreciates the feedback on the first version of the State Strategic Plan. This was a labor intensive process. There were four iterations of the plan. The contractor was not meeting expectations so OJA terminated the relationship adversely. OJA re-allocated internal agency assets to complete the Strategic Plan. The Plan is due at the end of the month (January 31, 2004); and Wisconsin will be submitting the Plan on January 30. The Plan is not static and can be changed. It is the basis for funding priorities and the basis for 04 and years to come and remains a work-in-progress. Empirical data was supplied by local and state agencies. OJA will submit to the Governor's office for review and to the Homeland Security Council and first responder group for continued discussion. The Department of Homeland Security considers this as their property and document. Federal FOIA guidelines regulate its release. We need to look at distribution controls as it is law enforcement sensitive. Look at risk and vulnerability factors.

- Chair Wilkening: What about changes and suggestions?
- OJA (Dave Steingraber): The Plan is not rigid. We will advance changes that impact funding as deemed to be significant. It is a 3-year plan. It is a work-in progress – both at state and federal levels.
- WEM (Ed Gleason): How do we address the validation of data?
- OJA (Dave Steingraber): We did the best we could within the limits of the tool/instrument.
- OJA (Mike Kunesh): We will contact counties on obvious discrepancies - the online tool rolled up numbers and miscalculated. We're below average in the nation in needs/request. We cleared up erroneous information on the tool. The tool imposed limitations on our ability to adjust data.
- WEM (Ed Gleason): We need to look at the threat and the needs and properly validate the data.
- OJA (Dave Steingraber): We worked with counties on the reliability of data but used reality.
- OJA (Mike Kunesh): Counties talked among themselves and re-looked at data. We have a good working relationship with the counties.

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- WEM (Ed Gleason): There are still some challenges nationwide regarding the data and the expectation is that the data will need to be reviewed again.
- OJA (Dave Steingraber): We're still concerned about nationwide validity of the data.

Update on Agenda Item #6 - Interoperability. Dave Steingraber stated that we signed a contract with MTG Management Consultants of Virginia. The work needs to be completed by June 04. We have a steering committee in place. We are looking for a working product in the interim. We are reviewing interoperability on a statewide basis. There is some interest in allocating funding to counties based on a formula. We need to look strategically at the entire program. We want to use the \$11M to get the most for the money. Strong feelings about not allocating to each county (formulas). Wants to fund complete systems. We're looking to get the best value for the money spent.

- Chair Wilkening: Questions on the Federal Engineer firm. Have they contracted with other states?
- OJA (Mike Kunesh): Unknown.
- Chair Wilkening: Are there other agencies on the steering committee?
- OJA (Dave Steingraber): State Patrol, WEM, DHFS, and responders/users.

Update on OJA equipment funding and development of regional capabilities.

Mike Kunesh updated the Council. OJA would like the Council to address priorities for PPE and Infrastructure protection. Local units of government did a good job. Would like to have the Council look at the new equipment list; how about the next meeting? 2004 Counter Terrorism Grant - \$31.5M. One application and one process to apply for numerous grants. \$12.8M set aside for counties – EM Directors. New vulnerability / new needs – numbers changed in formula. \$4.5M out of HLS grant for interoperability. Counties get 41%. Money was set aside for infrastructure - \$14.6M. 13% for infrastructure protection and evacuation sites.

- WEM (Ed Gleason): Are you coordinating with counties?
- OJA (Mike Kunesh): Yes.
- UW Police Chief (Sue Riseling): UW facilities are also available as evacuation sites. We have enormous facilities with showers and medical facilities.
- OJA (Mike Kunesh): We need to find flaws in system before having to use in actual evacuation.

Mike Kunesh (contd): \$2.1M has been allocated for specialty response teams. \$4M to state equipment. Law Enforcement Terrorism "Prevention program - \$9.3M". \$2.1M for special law enforcement response teams. Bulk of the funding to data sharing and interoperability. This is about making teams – not just their special

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interest. Milwaukee received a \$10M Urban Area Initiative Grant – passes through OJA; Milwaukee the only city in the state that met the threshold. This grant does not disqualify Milwaukee County from receiving funds from the state-wide grant.

- Kenosha County (Ben Schliesman): With all the grants available, make sure you keep the county EM directors involved and informed. How do we keep our arms around all grants within county to avoid duplication? What about grants for specialty teams? Will there be sufficient time to purchase equipment before due date through the purchasing departments?
- OJA (Dave Steingraber): County EM Directors and WEM need to know. Will come up with way to ensure all know. As for the timeframe for grant money, the dollars were awarded at breakneck pace but the procurement process is bottlenecked. We need to get State Bureau of Procurement involved to avoid purchasing delays. Use of State purchasing bulletins may help. Hope to have as much as possible to shortcut process. We are looking at Regional/Federal supply bulletins and multi-state consortiums. Concern about counties not receiving in timely manner.
- Kenosha County (Ben Schliesman): Sen. Wirsch has made an inquiry as to why Kenosha County has not yet received money. It is an accounting nightmare for us.
- OJA (Mike Kunes): On Regional specialty teams – set aside \$100,000 for bomb teams and HAZMAT teams. We have working groups to help identify where money is best spent. County will be involved in the approval process. Counties will be notified when area asks for application and will get a copy of the whole application.
- Kenosha County (Ben Schliesman): Regional teams. Working groups?
- OJA (Mike Kunes): Will rely on working groups and WEM for recommendations on regional teams.
- Oneida County (Ken Kortenhof): State procurement is important. Is the equipment list on the web page still current?
- OJA (Mike Kunes): The list should be current. If there are 18 categories, it is the 2004 equipment grant. If there are 12 categories, it's the 2003 grant.
- Oneida County (Ken Kortenhof): On the APCO 25 issue, is there any additional information or guidance?
- OJA (Mike Kunes): The consultant and steering committee are looking at. Have asked for an answer soon rather than waiting for June.
- Oneida County (Ken Kortenhof): What about equipment purchase?
- OJA (Mike Kunes): Hope to have answers before any equipment is purchased.

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- Oneida County (Ken Kortenhof): The online tool training was very good.
- WEM (Ed Gleason): What is the status on Citizen Corps funding? Will WEM be consulted?
- OJA (Dave Steingraber): Next week. Will follow up with WEM.

10:32 a.m. – Ended Teleconference Call with Invited First Responder representatives.

5. Briefing and discussion with representatives from the Wisconsin National Guard Drug Control Program.

Wisconsin National Guard Drug Control Program Briefing. Roles and Responsibilities. Presented by Wisconsin National Guard Drug Control Program Staff of LTC Paul Russell, LtCol Steve Kuenzi, and CPT Mike Rothschadl.

See PowerPoint notes of Counter Drug presentation (Attachment 3, 1/30/04 Open Session meeting).

10:39 a.m. – Mark Schmidt (CapPol alternate) left for another appointment.

- DCI (Jim Warren): Complimented Wisconsin National Guard Drug Control Program on their working relationship with DCI. The C26's capabilities are undersold. They are looking at terrorism uses for this resource in the future.
- DHFS (Tom Anderson): Can C26s be utilized for assessments for exposure to meth labs?
- C26 (CPT Rothschadl): Not our primary mission (54 WMD), although some states have participated. We are in a transitional phase now.
- DHFS (Tom Anderson): Can C26 detect a meth lab?
- C26 (CPT Rothschadl): No, we cannot directly detect meth lab.
- DCI (Jim Warren): There are clandestine lab response teams in the state. 112 people have been trained. DEA funds these responses and can remediate the site at no cost. However, the funding has been decreased despite the increase in meth labs.
- WEM (Ed Gleason): Do you have the authority to respond to monitor terrorism and critical infrastructure tasking (i.e., nuclear power plants)?
- C26 (CPT Rothschadl): Not at our level. Exceptions would be life threatening/loss of life or a nexus with WMD. Some decisions can be made at the TAG level, some at NGB level.
- WSP (Dave Collins): Do you have night-time capabilities?

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- C26 (CPT Rothschild): We have infrared but there are still not enough assets to go around.
- OJA (Dave Steingraber): There are still gaps in information gathering. Aerial maps are available for critical infrastructure. We are collecting information in advance of an incident.
- C26 (CPT Rothschild): We are working with General Wilkening on an orientation flight for Council members.

11:12 a.m. – Adjourn Open Session to Convene Closed Session.

A motion was made by Chair Wilkening and seconded by David Collins to adjourn the open session and go into closed session.

11:20 a.m. – Reconvene in Open Session.

Members present: Chair Major General Albert Wilkening (DMA), David Collins (WSP), Ed Gleason (WEM), Dave Steingraber (OJA), and Jim Warren (DCI).

Members absent or excused: Ken Baldwin (DHFS) and Mike Metcalf (CapPol).

Alternates present: Tom Anderson (DHFS alternate), Mike Kunesh (OJA alternate), and Steven Sell (WSP alternate).

Others present: Randi Milsap (DMA Legal Counsel) and Lynn Rasmussen (DMA staff).

Quorum present.

1. Announcements of Closed Session Discussion Action.

Chair Wilkening announced that the minutes for the June 16, 2003 and December 22, 2003 closed session meeting minutes were approved and each agency provided its weekly intelligence report. The strategic roundtable briefing and discussion on continuing measures taken regarding orange (high) terror threat level, as well as the briefing from WI Department of Health and Family Services on bioterrorism preparedness initiatives were postponed and will be presented at the next Council meeting.

2. Set date, time and place of next meeting.

The next meeting will be TBA.

3. Adjournment.

A motion was made by Dave Steingraber and seconded by Jim Warren to adjourn the meeting. **Motion carried.**

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11:21 a.m. – Meeting Adjourned.